# MIDC Grant Management System (EGrAMS)

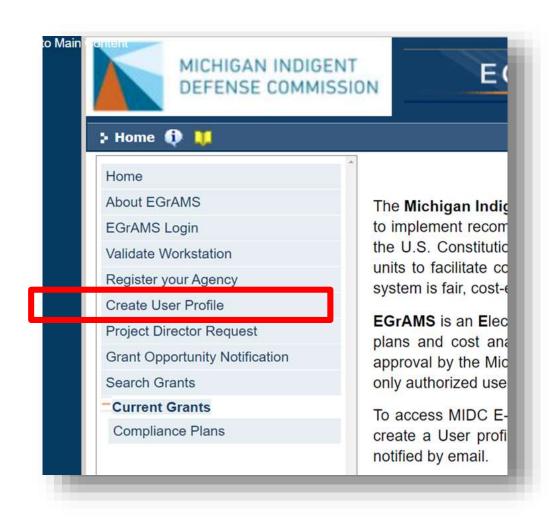
Submitting the Fy23 compliance plan and cost analysis Spring 2022





https://www.egrams-mi.com/MIDC/user/home.aspx

## New Users: Create User Profile

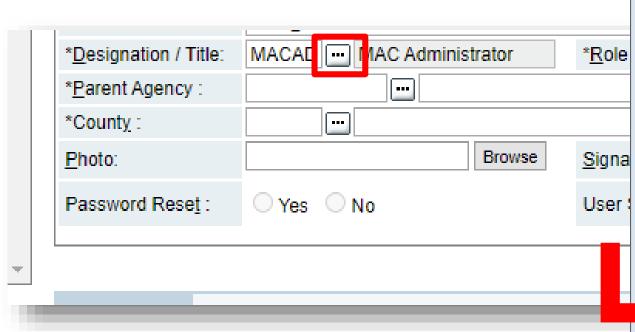


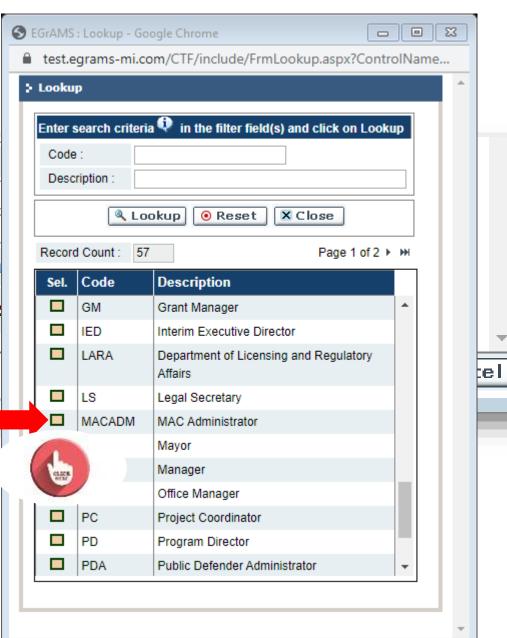




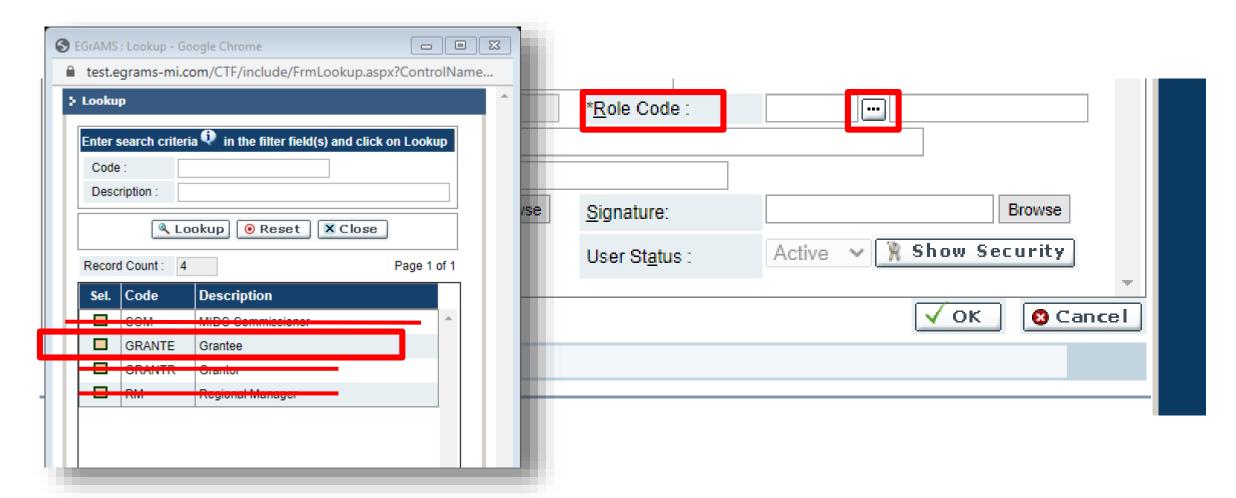
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## Designation/Title





## Role Code

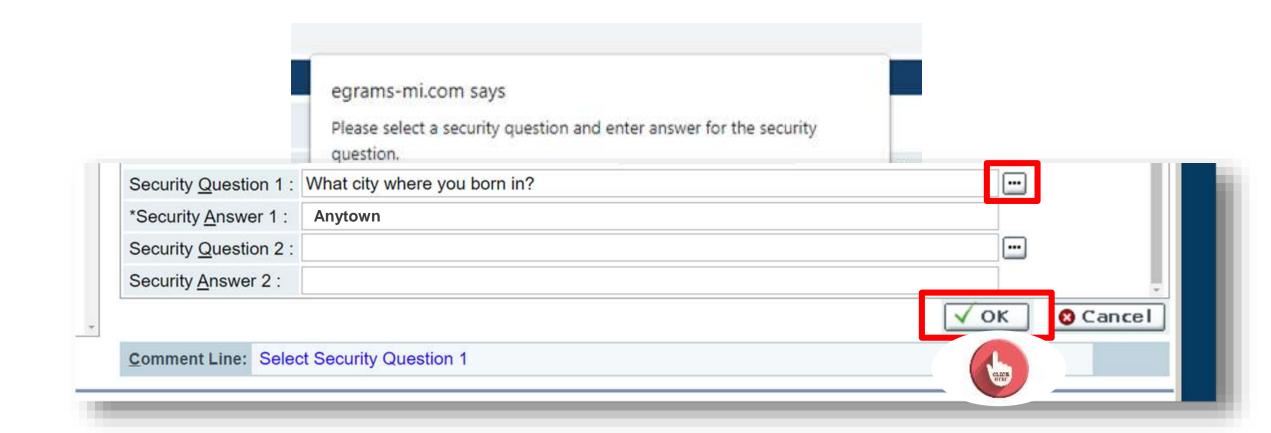


## Complete Profile

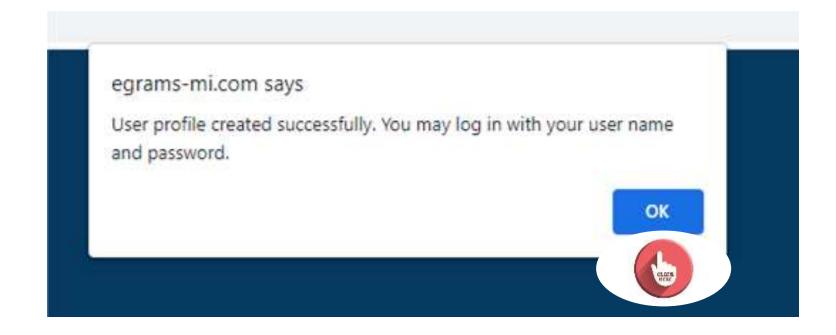
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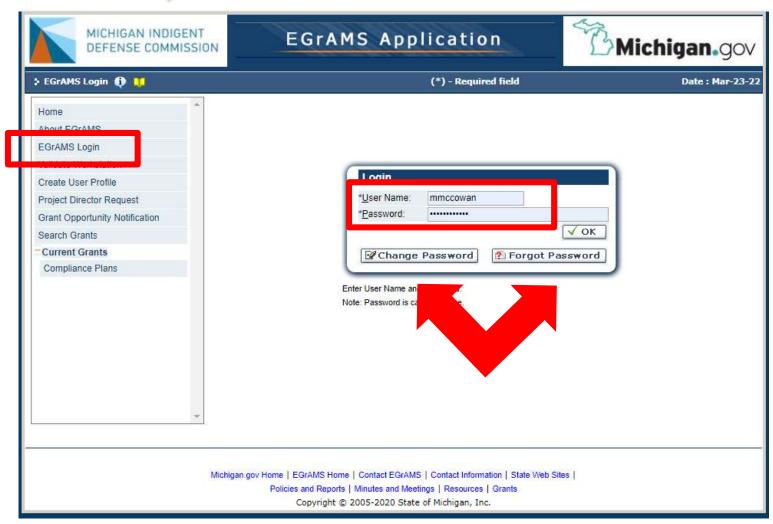
## Security question



## User profile set up complete



## Returning Users: Update User Profile





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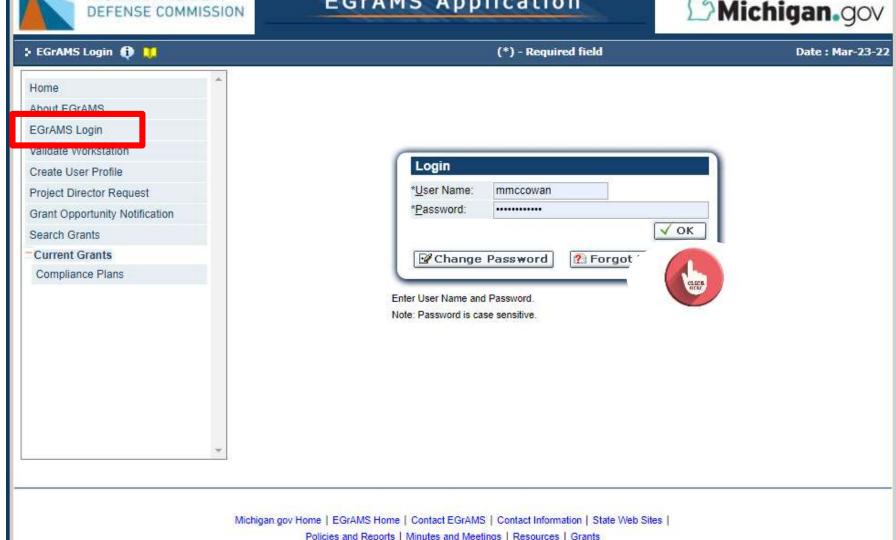
## Start the FY23 Compliance Plan



https://www.egrams-mi.com/MIDC/user/home.aspx







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Home Administration Project Director Grant Application Reporting Communication Training Materials Logout > Welcome Screen 🚯 🟋 Date: Mar-23-22 Timeout: 13 mins

Welcome Screen

Pending Tasks

**Pending Notifications** 

Hello D KESSLER,

Welcome to MIDC E-Grants.

You may begin using the application by selecting menu options from the top menutian.

If you wish to view or change your User Profile, please, click have

If you have any problems accessing the application, please contact the MIDC E-Grants Helpdesk at 517-388-6702 or Maria McCowan. Please include your ful da te and complete telephone number (with area code) when you contact the MIDC E-Grants Helpdesk. Sampiones

Test environment.

EGrAMS will open for FY23 on April 1, 2022.

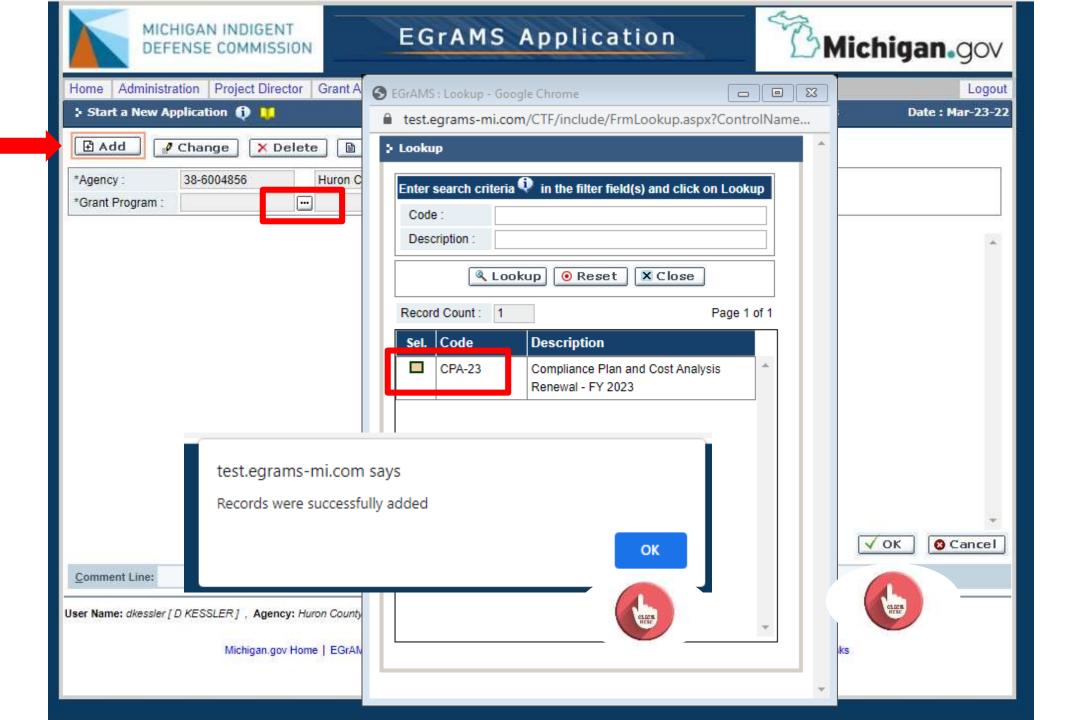
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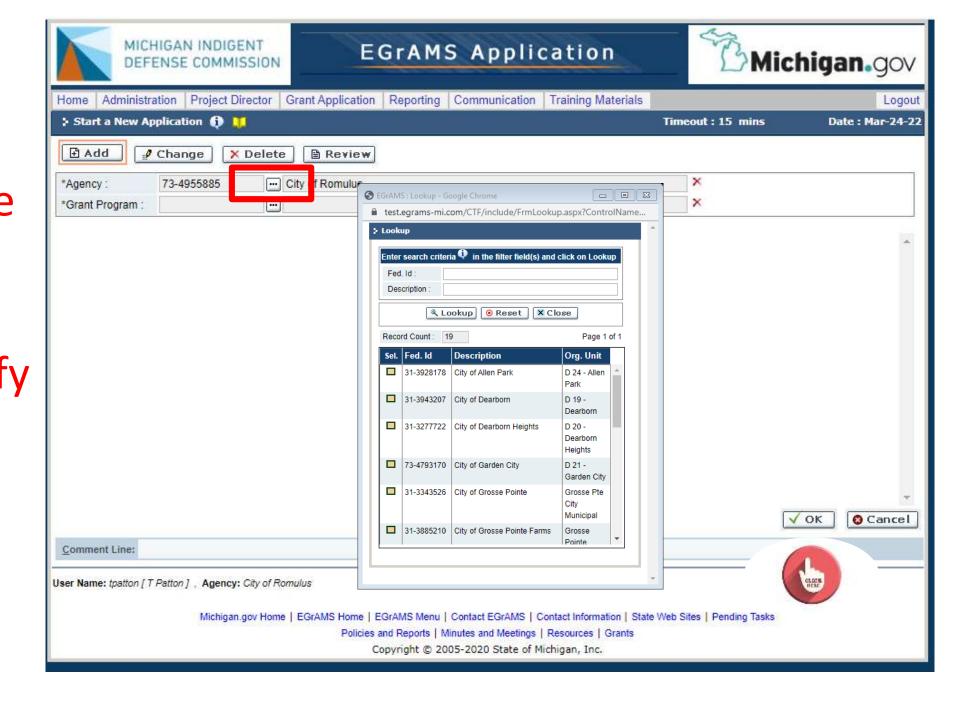


Project Director Home Administration rant Application | Reporting Communication Training Materials Logout Project Director ManGrant A > Welcome Screen Timeout: 15 mins Date: Mar-23-22 CLEC'S. Start a New Application Welcome Scre. Assign Agency Users Technical Assist. Hello D KESSLER. Registration Welcome to MIDC E-( Application Status You may begin using Amendment Request a options from the top menu bar. If you wish to view or Op Advance Request click here. If you have any prob please contact the MIDC E-Grants Helpdesk at 517-388-6702 or Marla Line Item Transfer McCowan. Please in lete telephone number (with area code) when you contact the MIDC E-Start Project Application Grants Helpdesk. Assign User to Projects

User Name: dkessler [ D KESSLER ] , Agency: Huron County

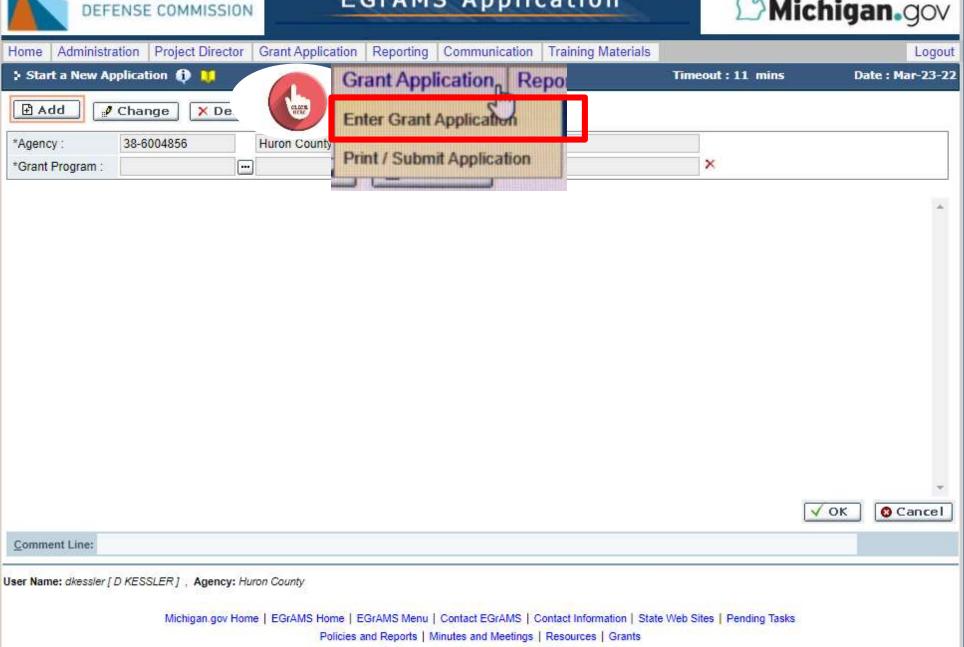


Multi-Agency Users: use the "lookup" button, then "ok" and verify you are working with the correct funding unit.





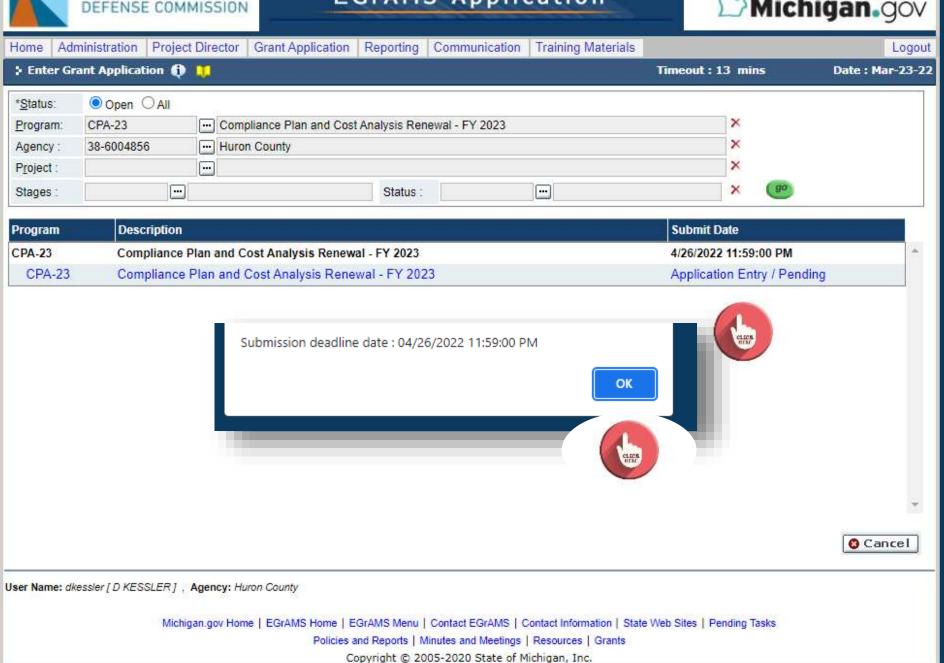




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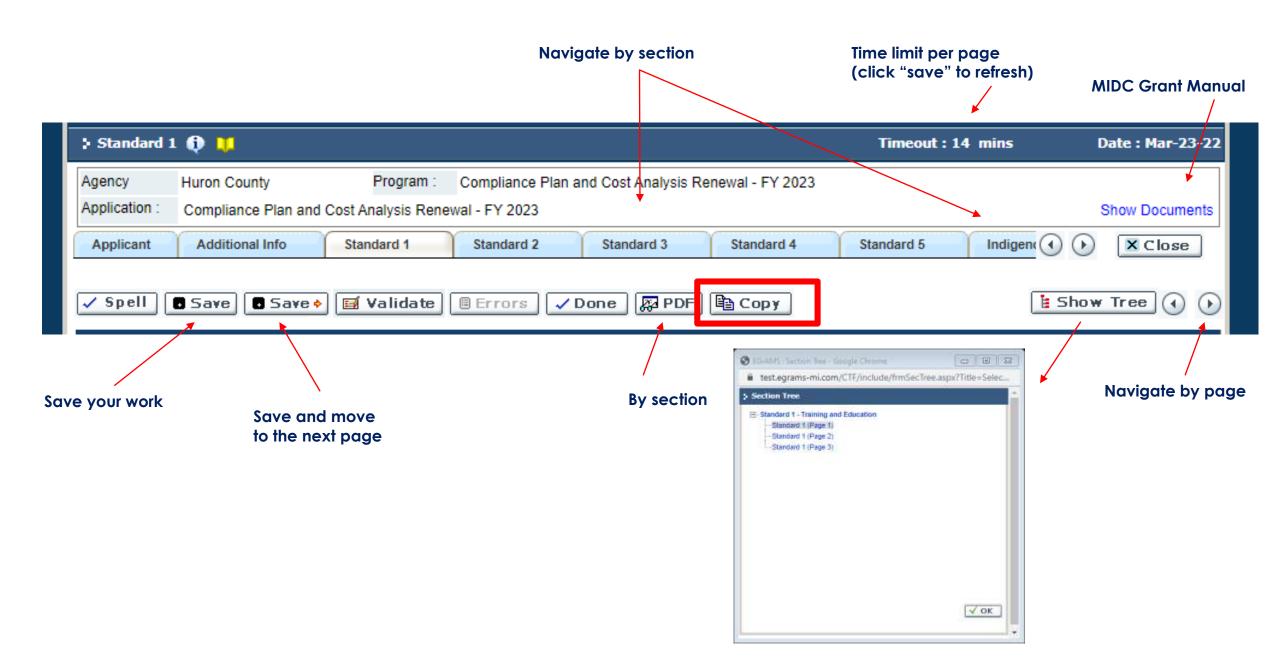






DEFENSE COMMISSION					_ Micini	jani-gov
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a. *Applicant Name	Huron County					
b. Organizational Unit c. *Address	250 E. Huron Ave.					
d. Address 2	255 21 1161 511 1161					
e. *City	Bad Axe	*State MI	*Zip 1 48413	Zip 2		
f. *Federal ID Number	38-6004856	Reference No.				
g. Agency's fiscal year (beginning month and day)	<b>v</b>				· 11	
h. *Agency type	○ City	OTownshi	р 💿 (	County	○ Village	
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## New to EGrAMS? Need a refresher?



## When/how should I use the "copy" button?



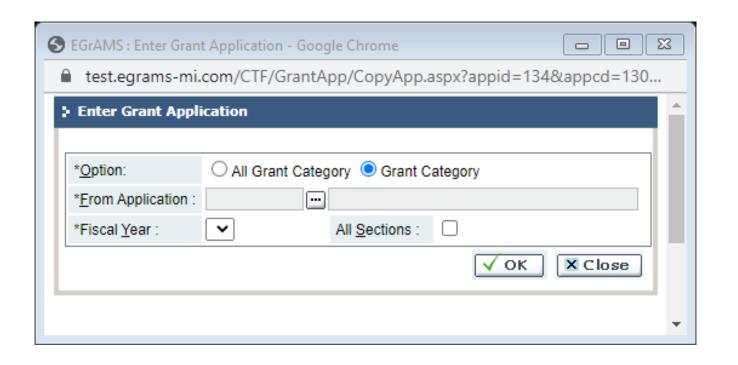
Copy section by section from FY22

Or

Choose "all sections" and the entire FY22 application from FY22 will populate, including the correct local share in the cost analysis. Warning: this option will copy over the attorney list from FY22, instead of populating from the most recent quarterly report.

#### **NOTES:**

You <u>can</u> edit any information copied over. Attachments will <u>not</u> copy over.







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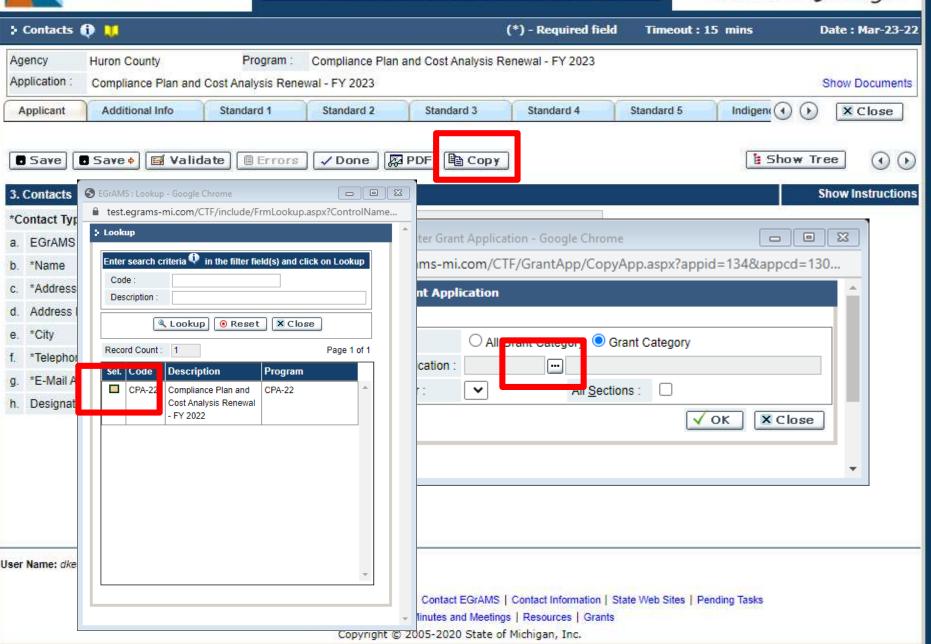
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b. Is Implementing Agency Same	● Yes ○ No			
c. If Not, Implementing Agency Name				C
d. Project Start Date (mm/dd/yyyy)	10/1/2022	End Date (mm/dd/yyyy) 9/30/2023	T-	
e. Amount of Funds Requested	.00	Project Cost	00	
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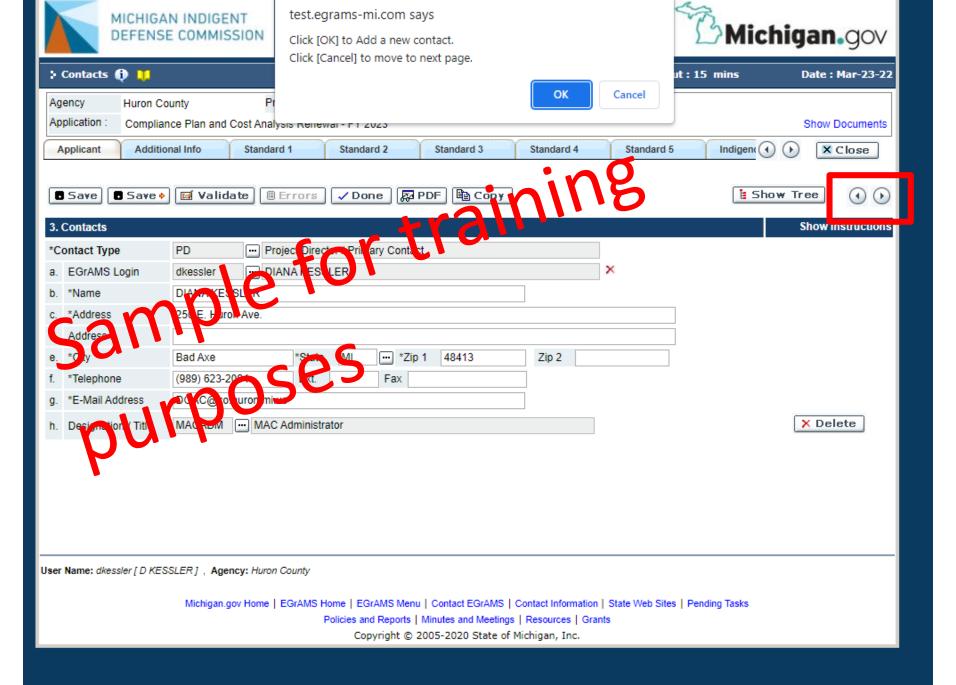
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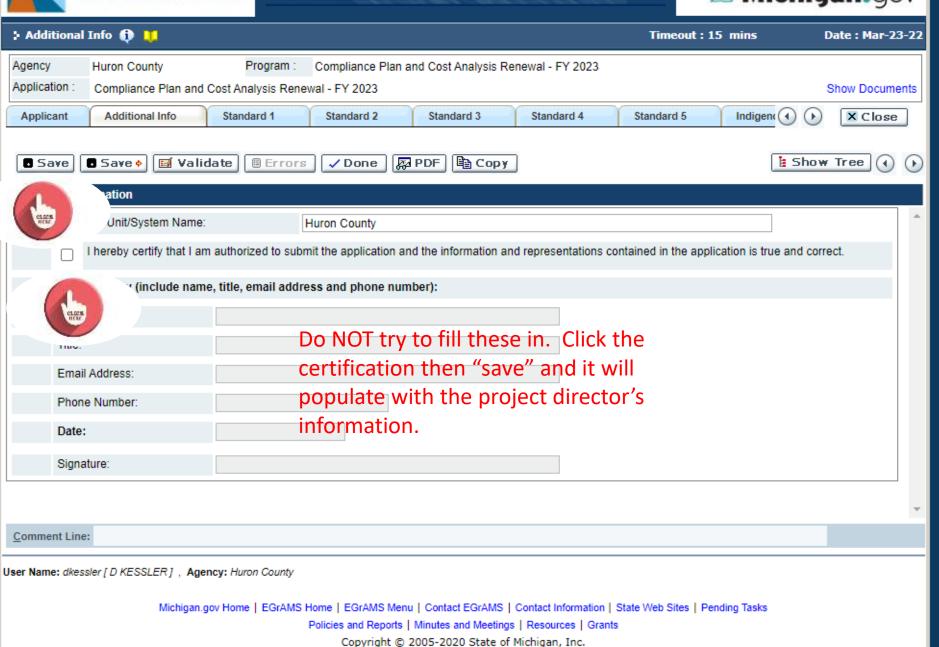












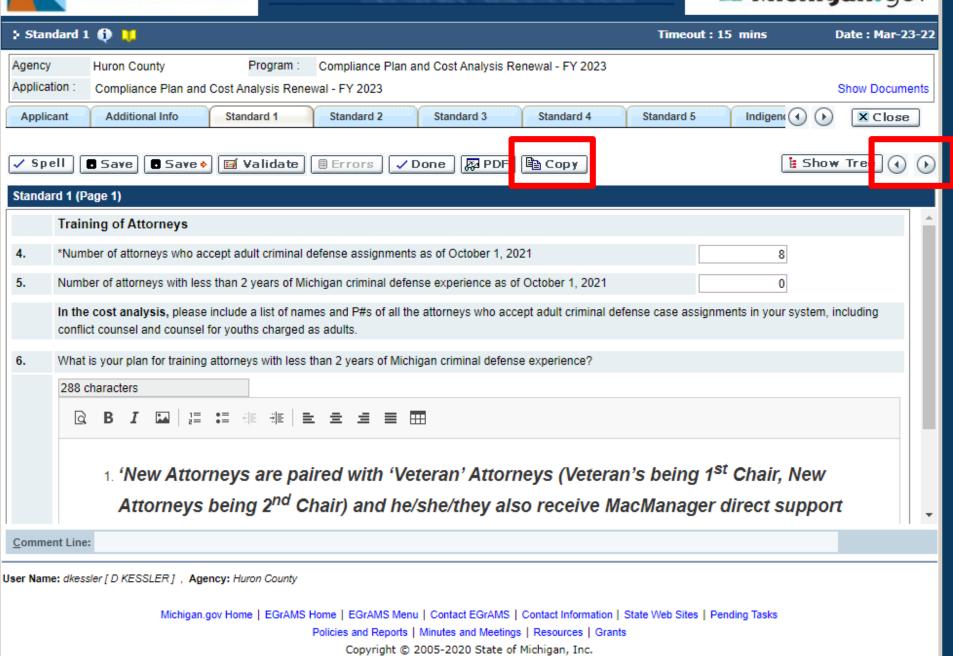




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Delivery	y System Model									
1.	*What type of indigent defens	e delivery system do	you have currently	? (indicate all that app	oly):					
	☐ Public Defender Office (	county employees)								
	Public Defender Office (	non-profit/vendor mo	del)		Note: no	o option	for "assi	igned		
	☐ Managed Assigned Cou	nsel System (Name o	of MAC Attorney Ma	anager and P#:)	counsel	system"	anymor	e.		
	☐ Contract Defender Syste	em								
	Regionalized system or	coordination with oth	er trial court funding	g units						
If you are unsure about your type of indigent defense delivery system, more information can be found in MIDC's report entitled Delivery System Reform Models (2016), posted here: https://michiganidc.gov/resources. Questions can also be directed to your MIDC Regional Manager.										
2.	*Are you proposing to change	e your type of indiger	nt defense delivery	system for next year?	Please respond Yes	s or No.	Yes	○No	×	
	If you are changing your indigenous model do you plan to use ne		system, what							<b>*</b>
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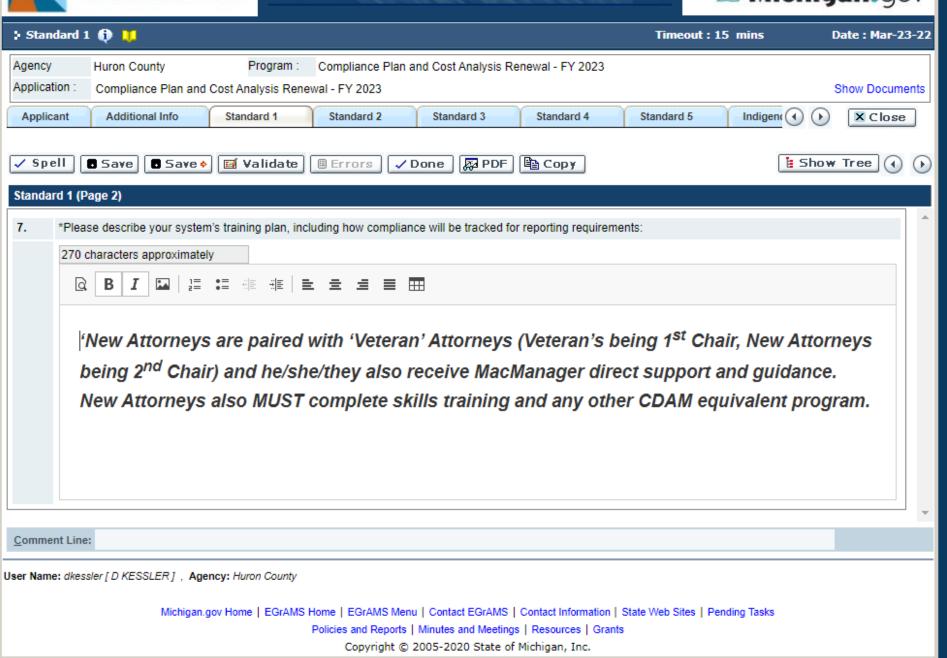






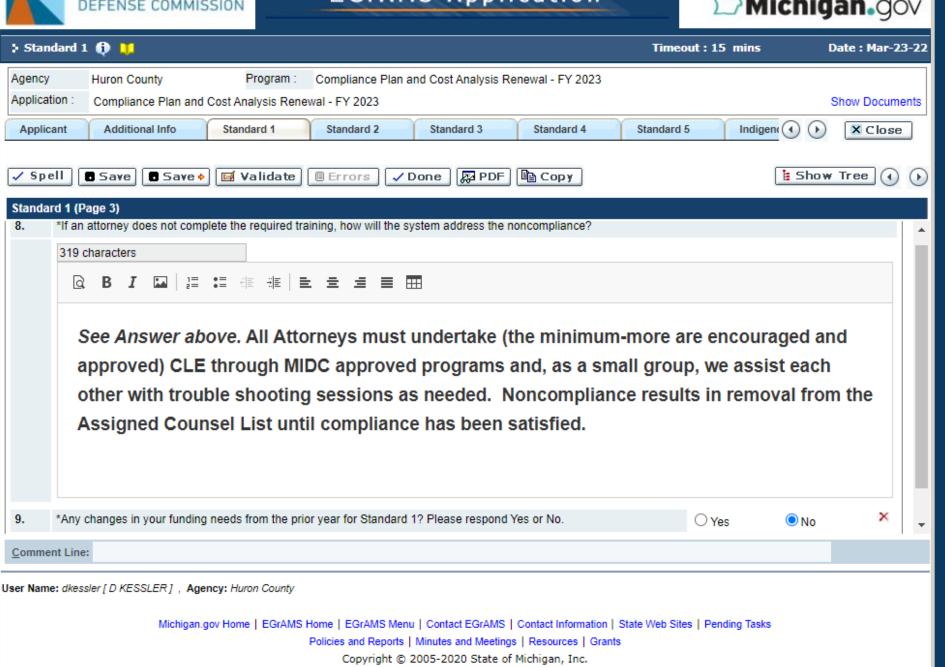






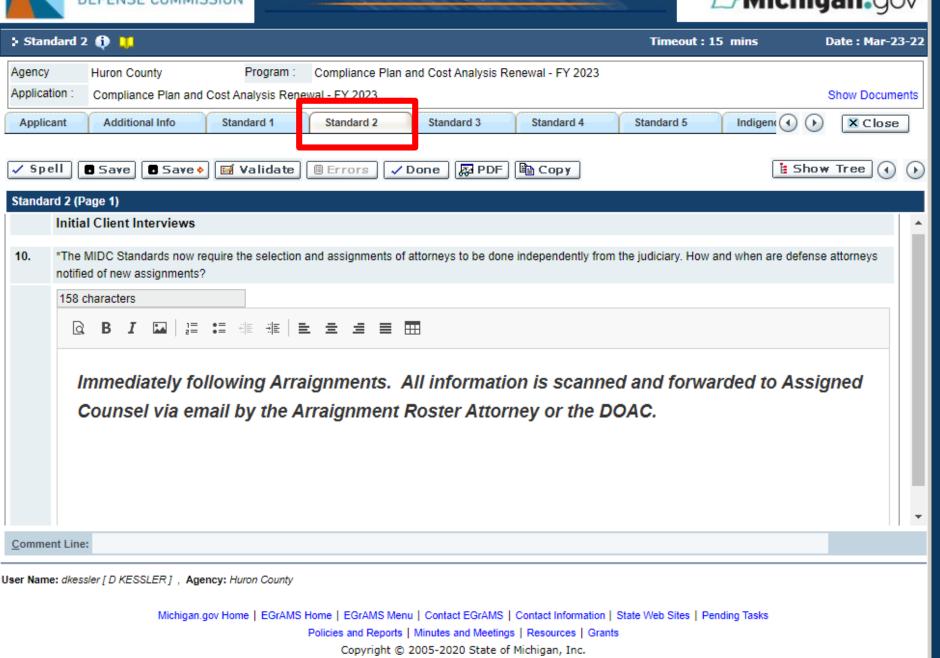






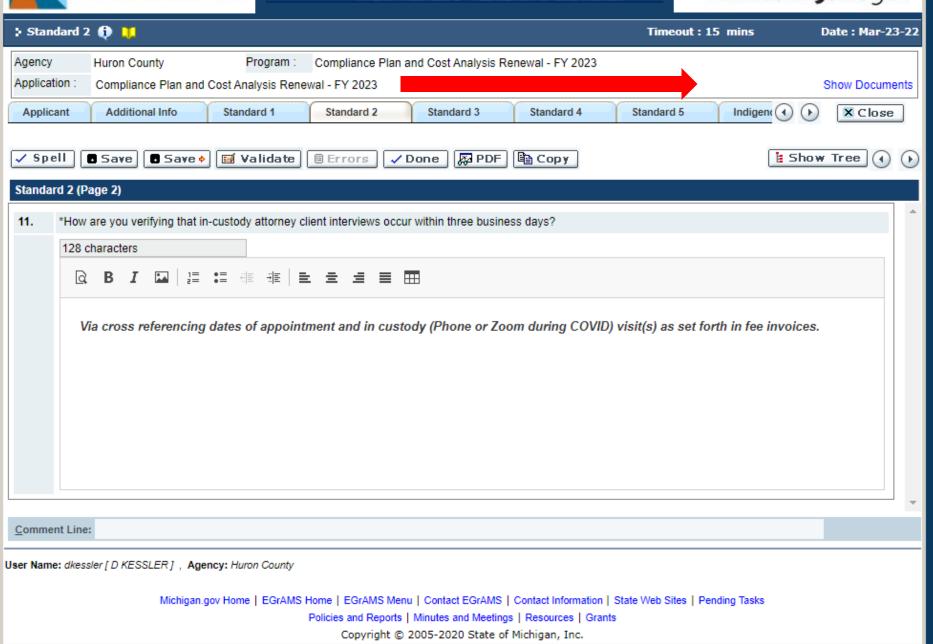




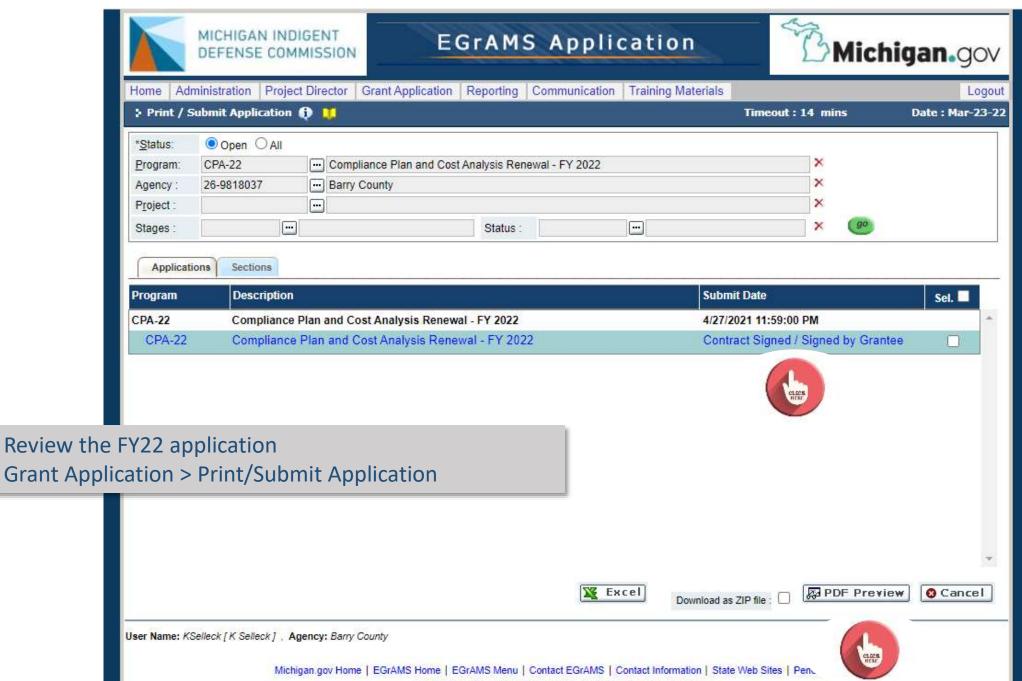






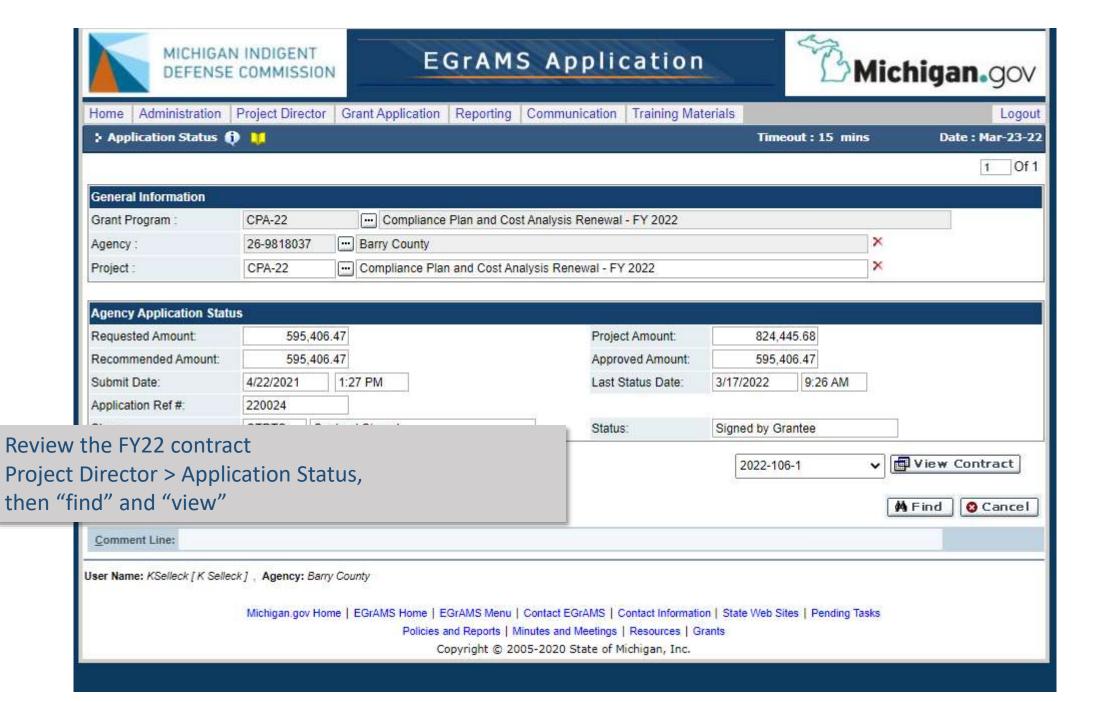


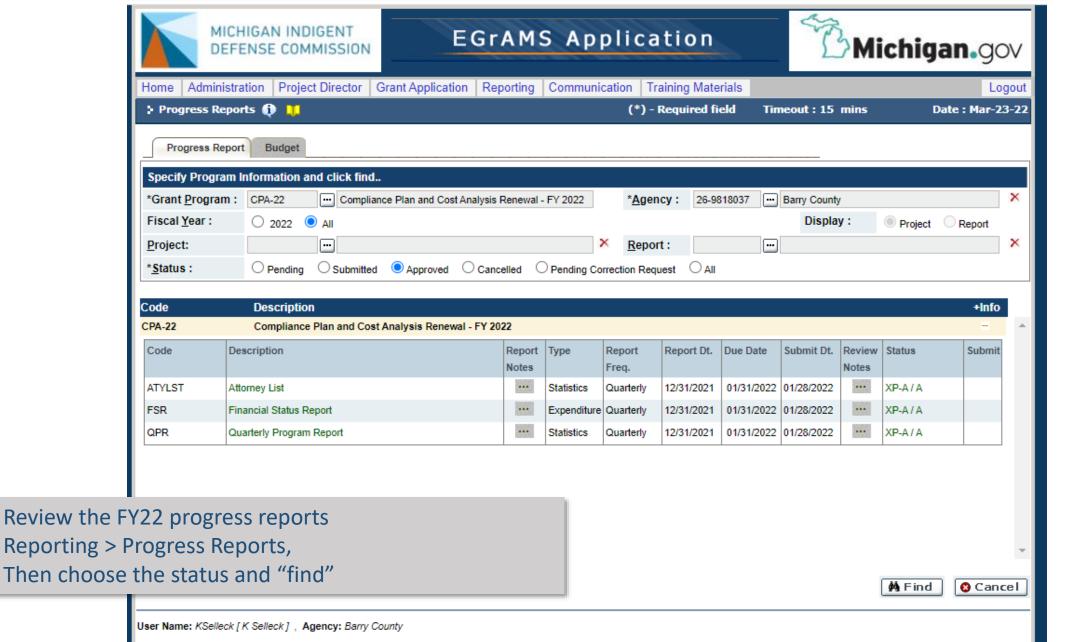
# Can I review last year's plan before I copy anything over to this year's application?



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# Is there anything new or different this year?

### FY 2023 Planning:

The MIDC will accept compliance plans and cost analyses from all trial court funding units approved Standards beginning April 1, 2022. Trial court funding units will submit their pl analysis through EGrAMS no later than April 26, 2022.

NOTE: The MIDC's EGrAMS application is here: https://www.egrams-mi.com/midc/user/hi

To assist with planning for compliance with the MIDC's Standards, the Commission has a materials:

- An application for systems to address how they will comply with the MIDC's Standards offered for convenience in planning; the application must be submitted through the N System (EGrAMS)].
- A cost analysis template identifying funding required to comply with the Standards [Tl
  convenience in planning; the cost analysis must be submitted through the MIDC's Gra
  (EGrAMS)].
  - If a system contracts with a vendor operating as a public defender office, use the purposes [Excel document].
- Please refer to these answers to Frequently Asked Questions about the indigency screening, compliance planning, along with decision trees for indigency screening, contribution,
- Systems are welcome to incorporate language from sample plans for compliance with standard, using a public defender model (non attorney employee), MAC system, or if t screening.
- We have Tips from Staff [.pdf document] about FY23 planning.

Determining Indigency, Contribution, Reimbursement

45. Will judges and/or court staff conduct all <u>indigency</u> screening in every proceeding? Please answer Yes or No.

If no, who will screen for <u>indigency</u>?

Is this screener the Appointing Authority?

If the screener is not the Appointing Authority, does the Appointing Authority oversee the screening process?

Briefly describe your process for screening for indigency.

What is the process for appealing a determination that a person does not qualify for appointed counsel?

- 46. Are you designating an Appointing Authority to conduct <u>indigency</u> screening for purposes of MCR 6.005(B)?
- 47.In cases where contribution is appropriate, who is going to make request with the court for contribution?
- 48. In cases where contribution is appropriate, what is your process for determining the amount that a person should contribute during the pendency of the case to their defense?
- 49. What is your process for obtaining contribution?
- 50. What is the process for challenging a request for contribution?

Page 9

Submit all documents via EGRaMS. Questions or concerns, please email your Regional Manager The FY23 compliance plan and cost analysis is due no later than April 26, 2022

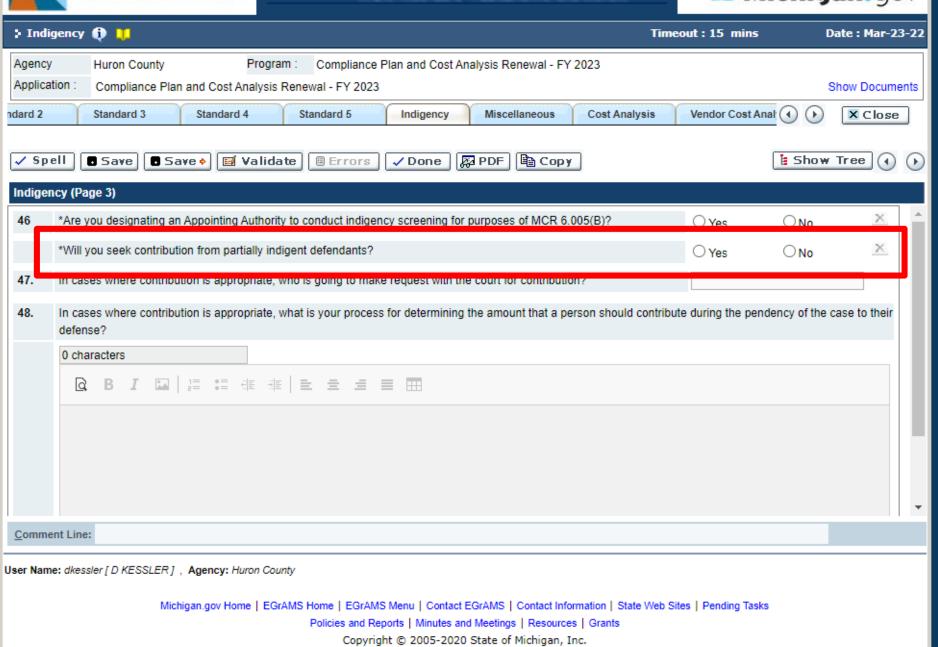




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Indigen	cy (Page 1)		
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## Check our website for planning resources:

https://michiganidc.gov/grants/

https://michiganidc.gov/standards/

Please contact your Regional Manager with any questions or concerns.



### Frequently Asked Questions about the Indigency Standard

In an effort to assist local funding units with planning and implementation of the Indigency Standard, the MIDC offers the following answers to frequently asked questions about compliance with the standard. The approved standard contains the requirements by the Commission and is the primary resource for planning. The standard should be referred to for full context of excerpted materials in this resource. Please see the MIDC's website at https://michiganidc.gov/standards/ for more information.

### Screening

### When should a person be screened for indigency?

A person should be screened for indigency as soon as reasonably possible after they make their request. Ideally, a person will be screened for indigency and, if eligible, have counsel appointed within 24 hours of making their request. If indigency screening cannot occur before a person's arraignment, the local funding unit should make counsel available for the limited purpose of providing representation at the arraignment unless an exception to Standard 4 applies.

Does the local funding unit have to "take over" screening for indigency from the judiciary?

No. A local funding unit can elect to allow the trial court to continue screening for indigency as part of its compliance plan. MCL 780.991(3)(a).

If a local funding unit is not assuming the responsibility for indigency screening, how does the Indigency Standard apply?

In addition to providing information about how to determine indigency, the standard offers directives concerning contribution and guidance on seeking reimbursement.

MIDC Answers to FAQs: Indigency Screening, Contribution, Reimbursement page 1

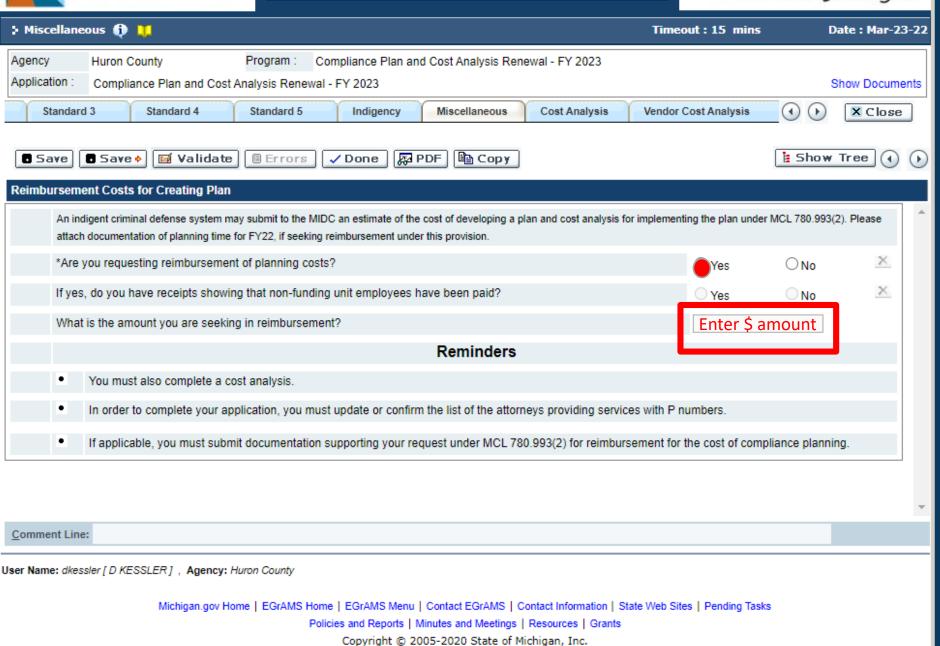




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	If yes, what s	tandard(s) or reportir	ng needs do they me	eet?						
	If yes, how ar	e you tracking time f	or ancillary staff?						//	
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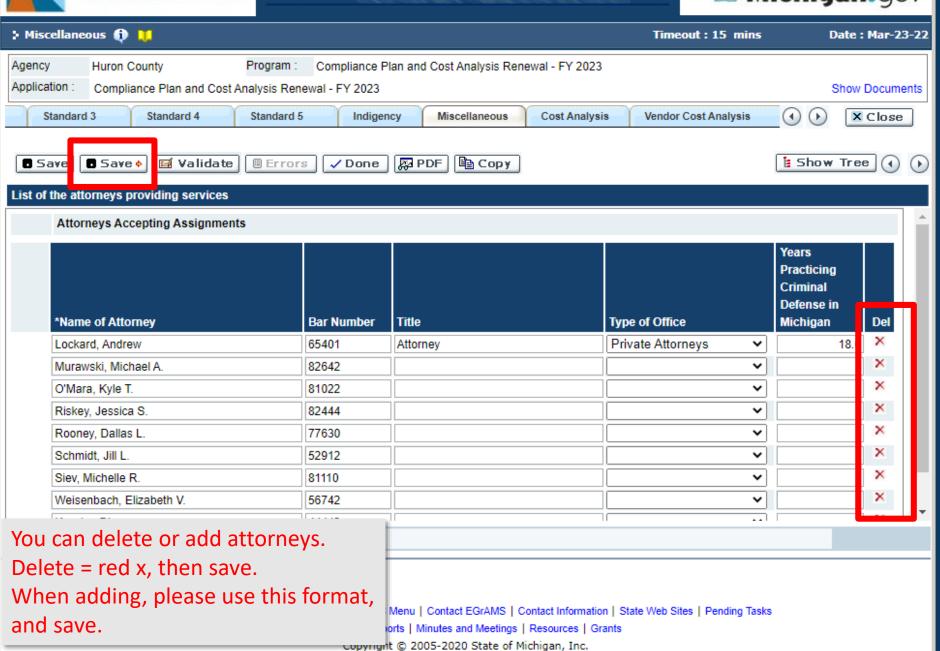










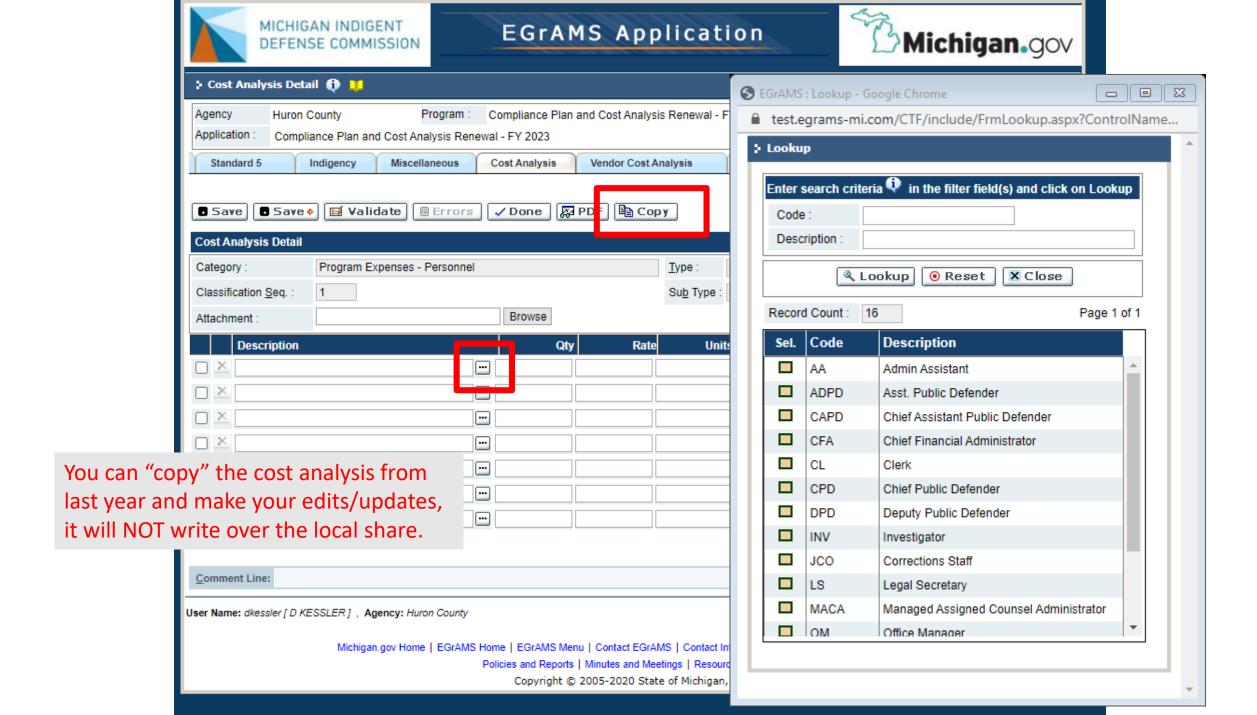






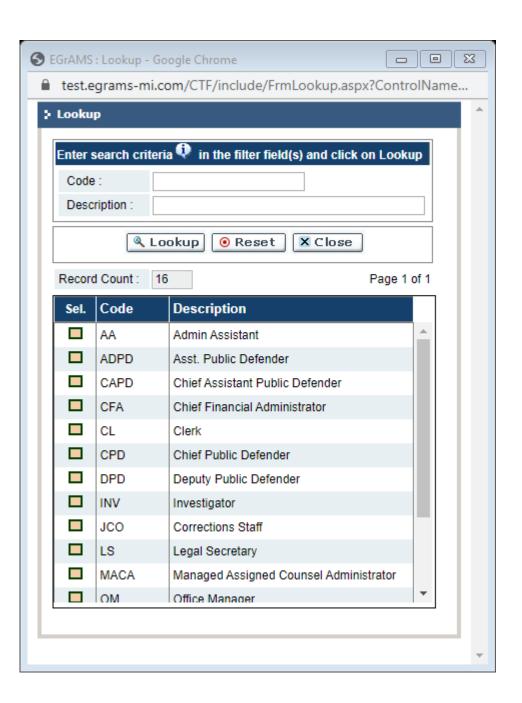
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■ Save > ■ Validate ■ Errors ✓ Done 🎉 PDF 🖺 Copy	≦ Show Tree
nstructions for Completion of the Fiscal Year 2022 Cost Analysis	
Please complete all sections of the spreadsheet and narrative relevant to your request for grant funds. The cost are indigent defense system cost funded by the state grant, local share, and other funding sources. As noted in the nation or make note of a new or changed budget request for FY22. Justification of expenses should include a clear stater direct expense of the local indigent defense system. The request must include calculations for rates, hours and price MIDC's GRANT MANUAL for guidance as to allowable costs. Click on 'Show Documents' to view the Grant Manual *Does or will your system use a vendor/nonprofit model public defender office to provide indigen defense services?	rrative for each budget category, please highlight ment as to how the position, contract, or item is a cing of requested items. Please refer to the
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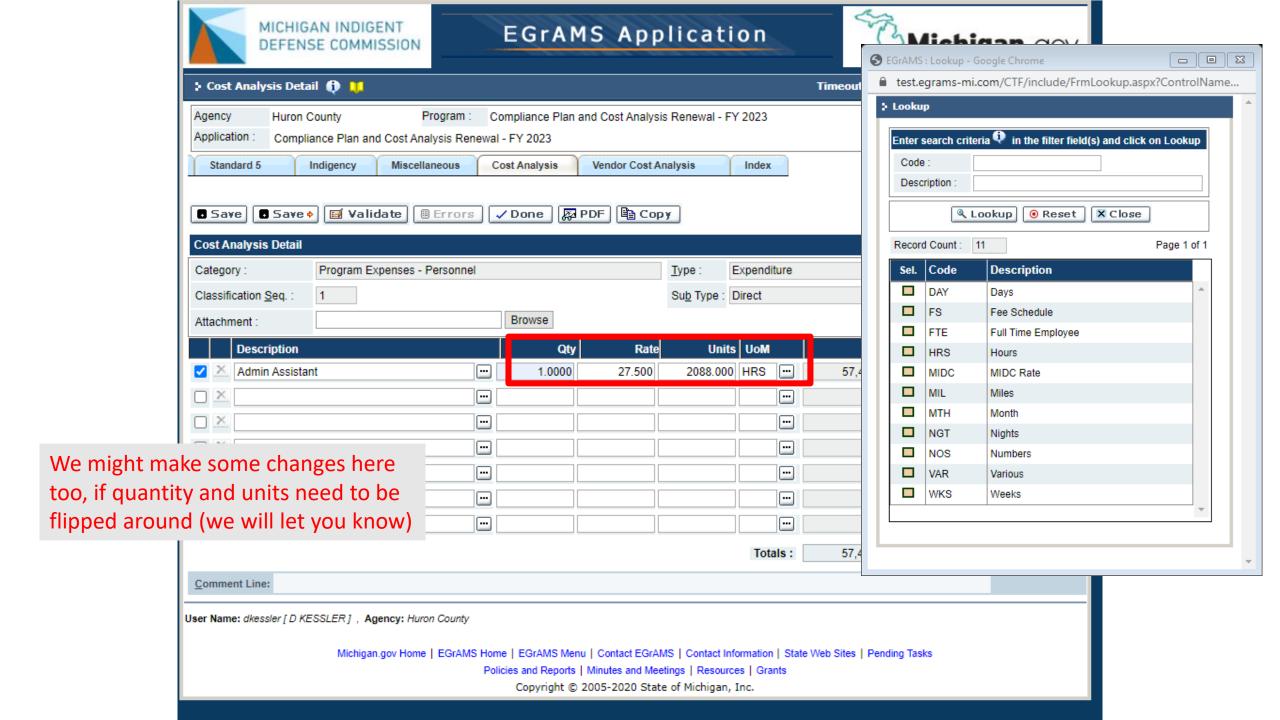
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TIP:
Avoid "other"
whenever possible.

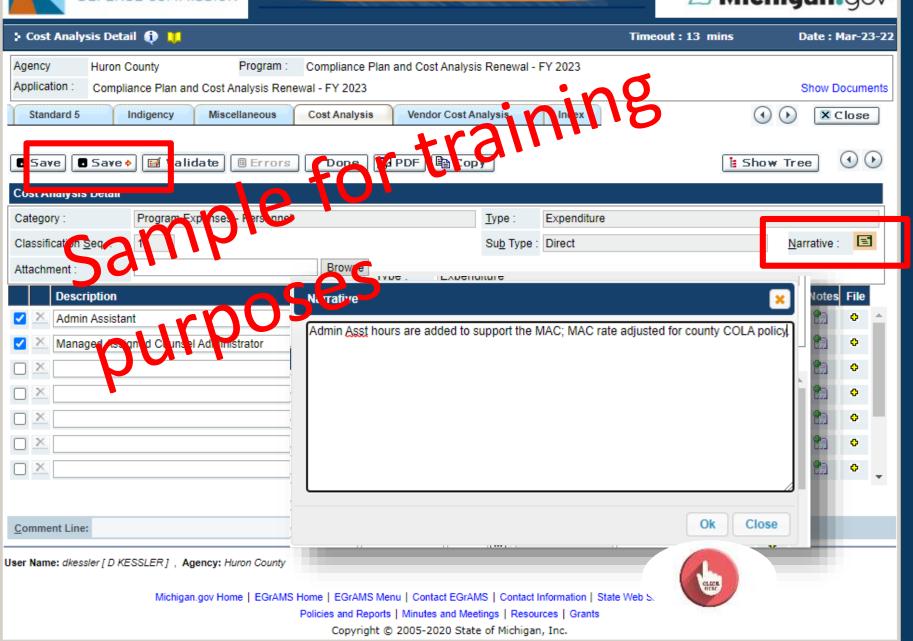
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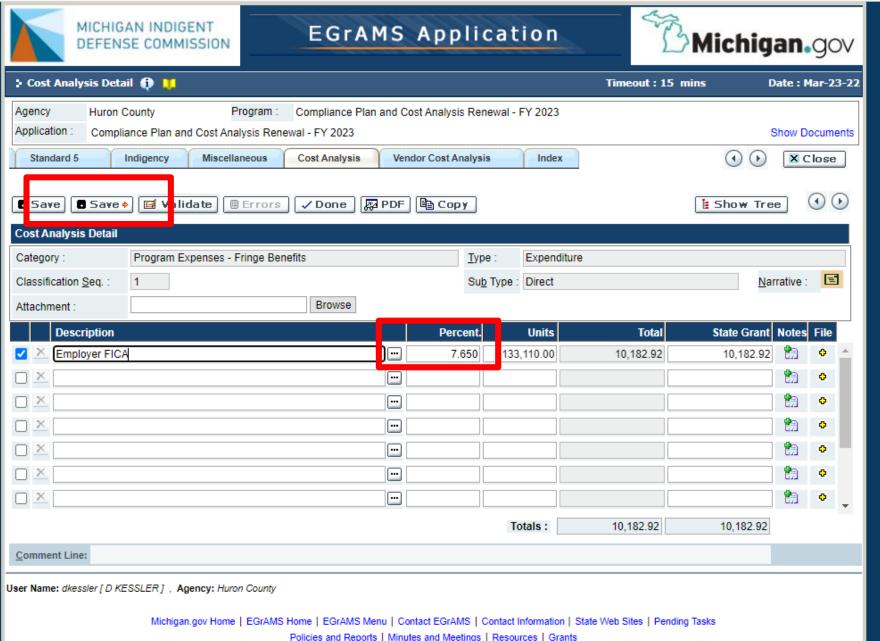








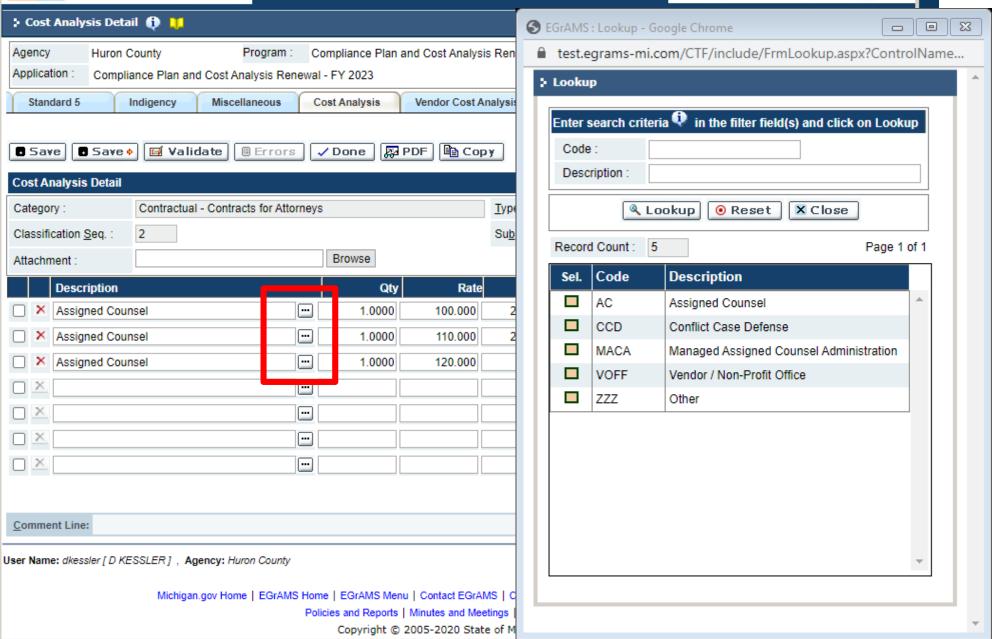




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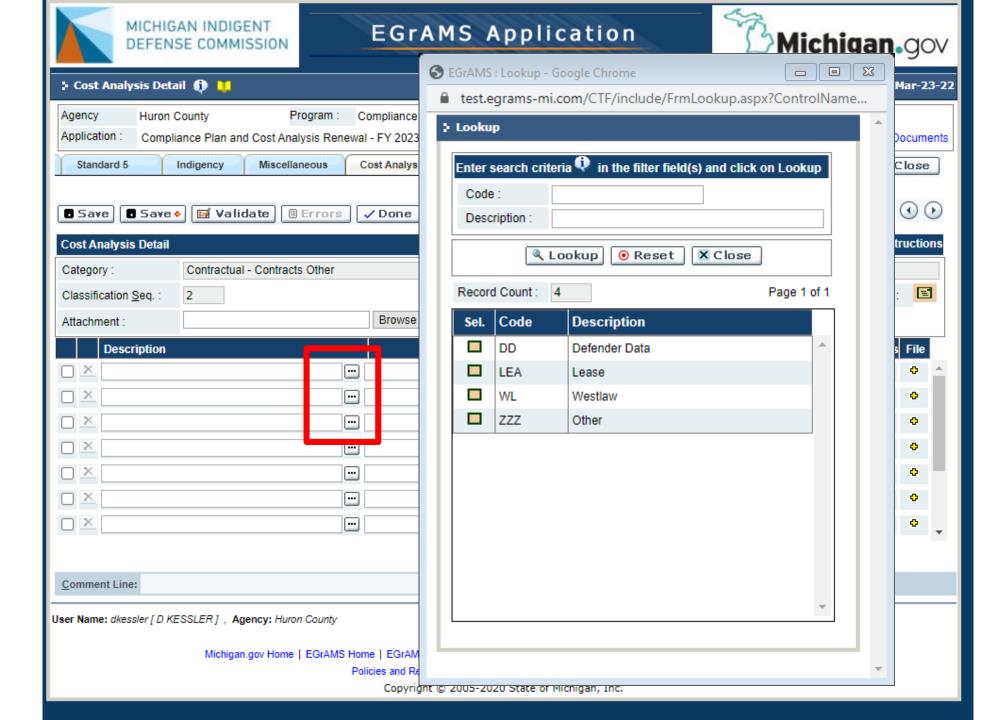


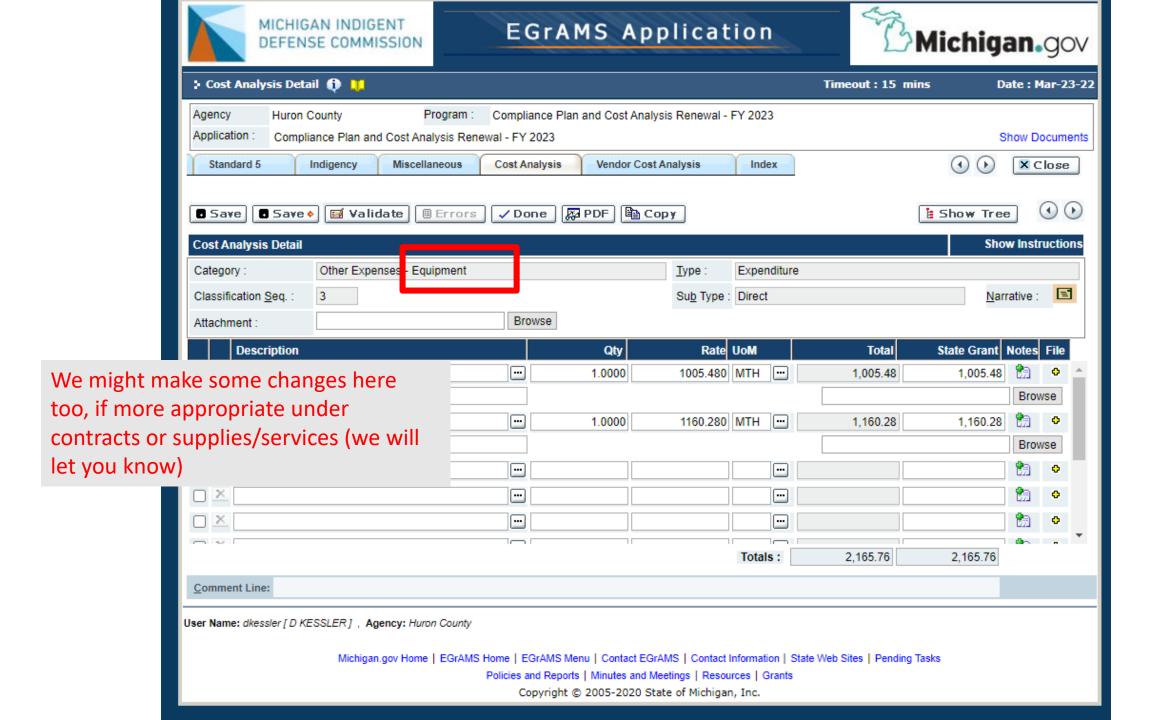
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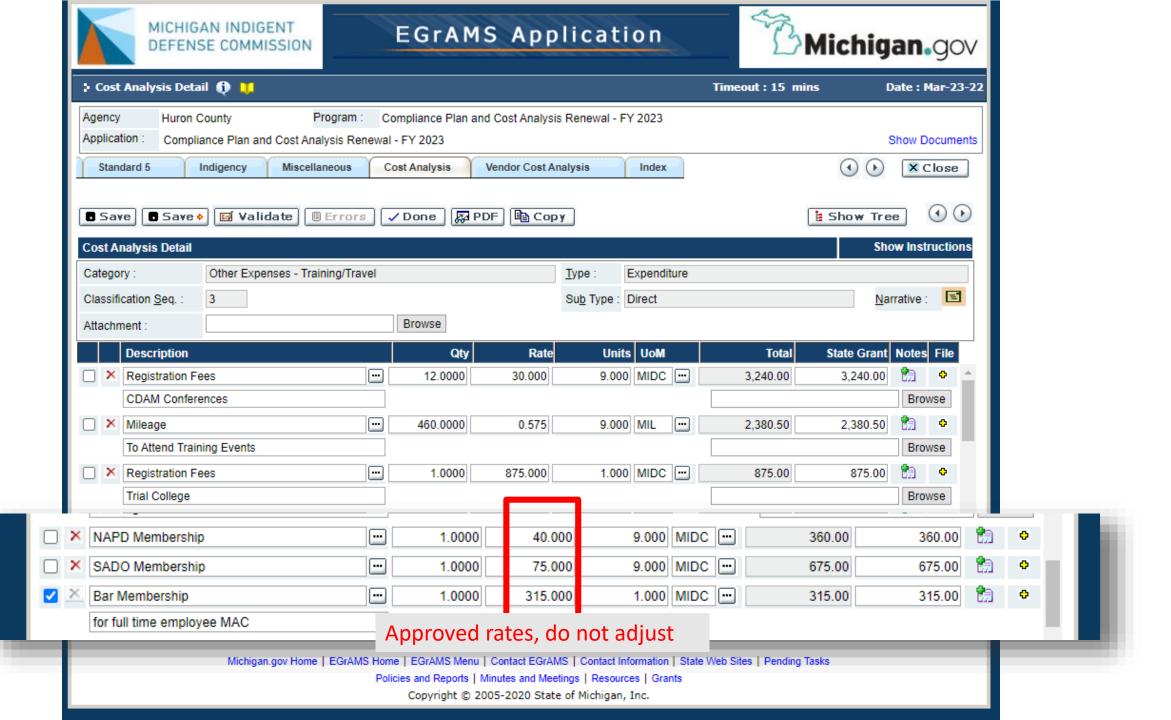


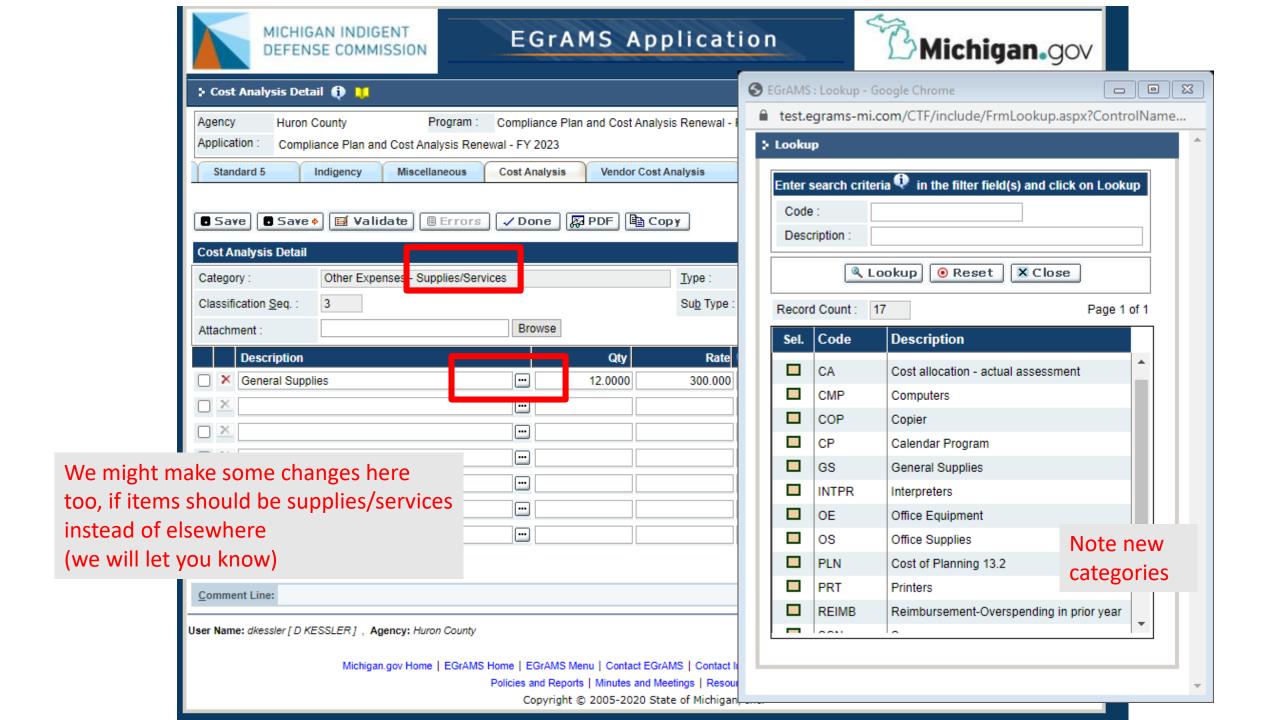


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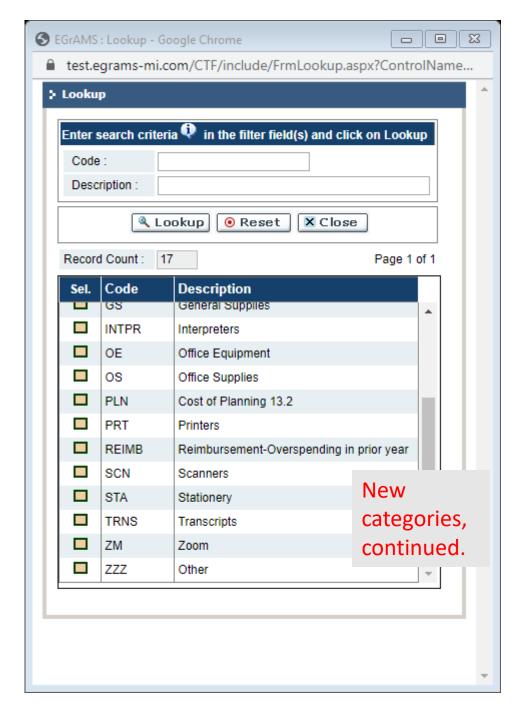
### New categories:

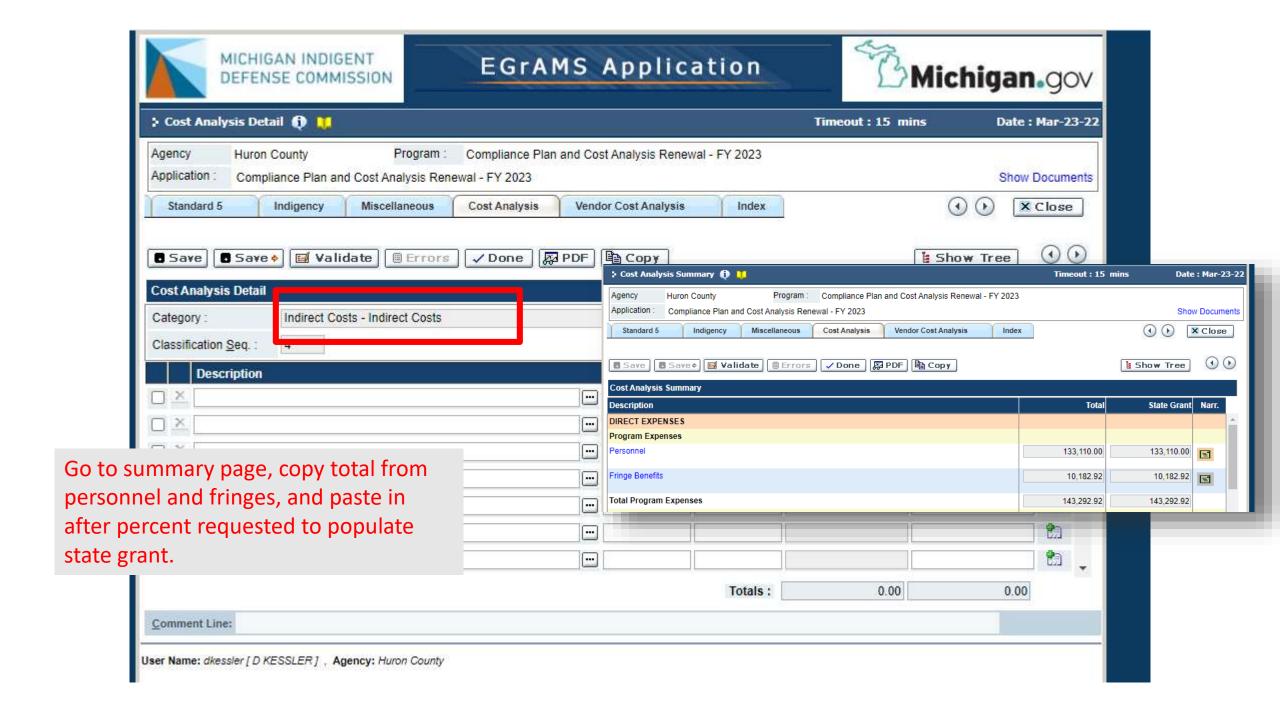
Cost allocation: if you have an actual assessment by your local system (if you use the 10%, see the next page)

Cost of Planning: include the \$ number from the misc tab

Reimbursement for overspending on direct services in prior year – Please talk to your Regional Manager about this

We might make some changes here too, if items should be supplies/services instead of elsewhere (we will let you know)





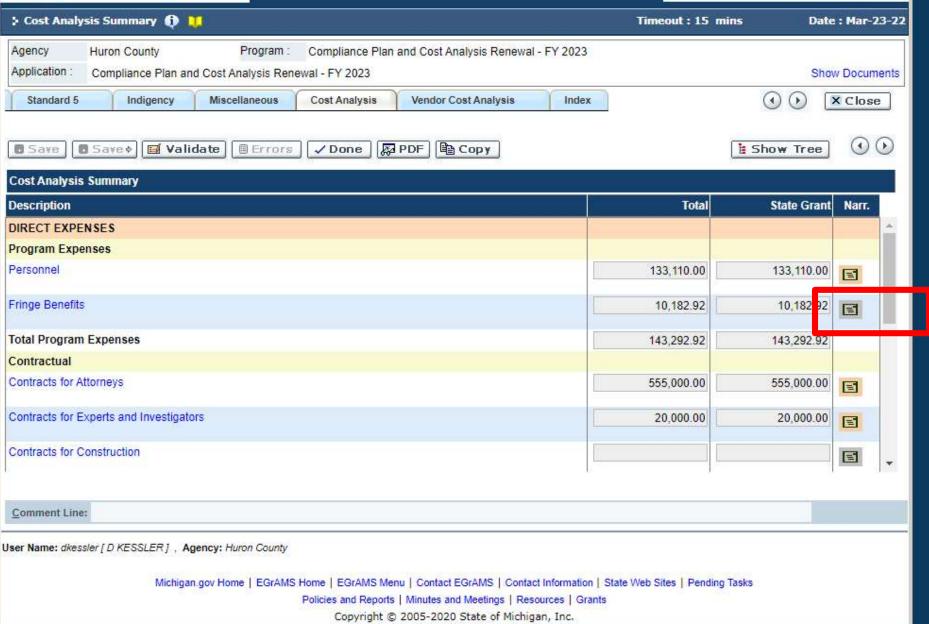




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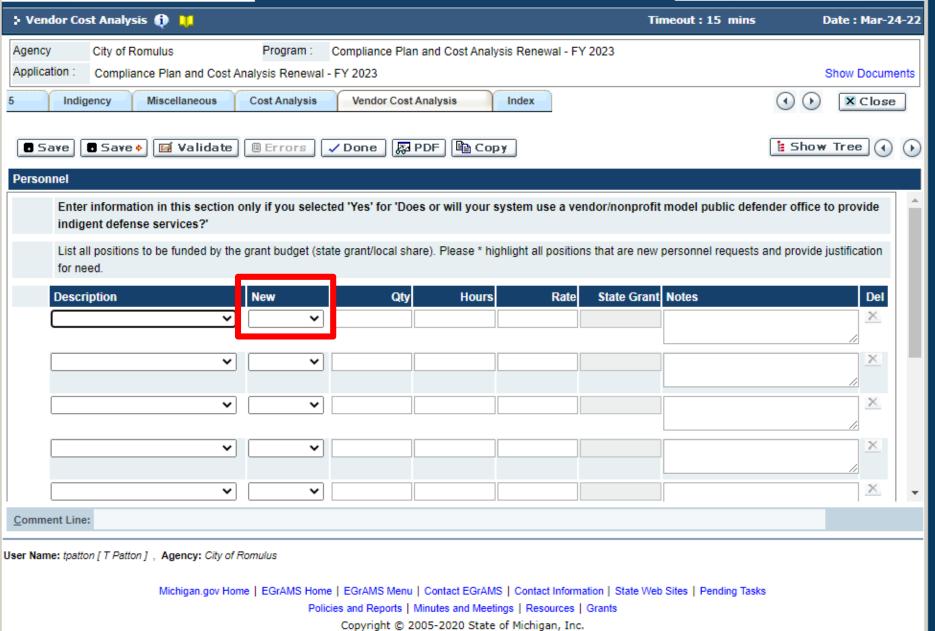
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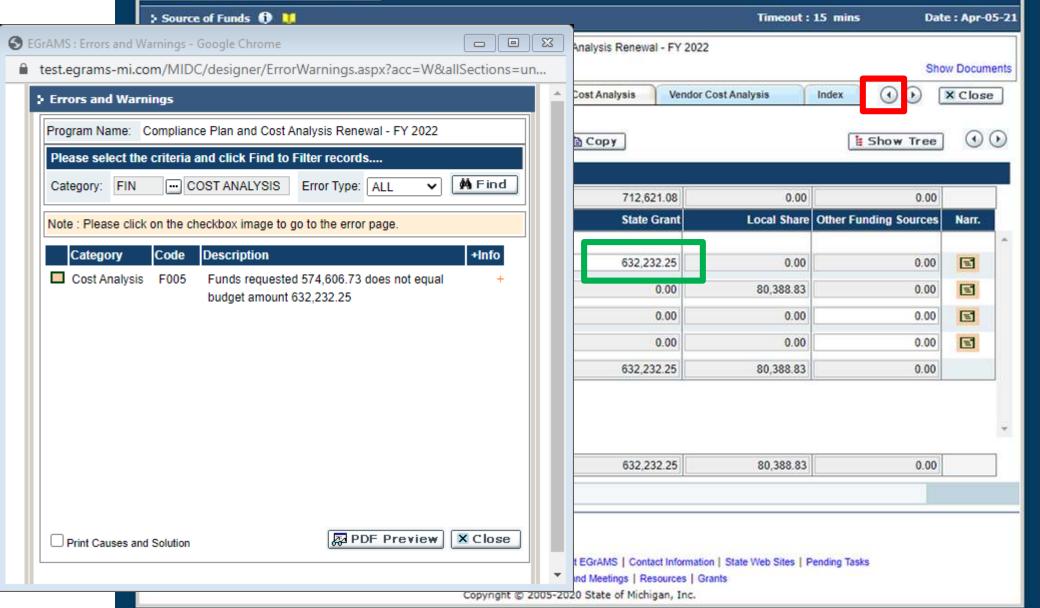


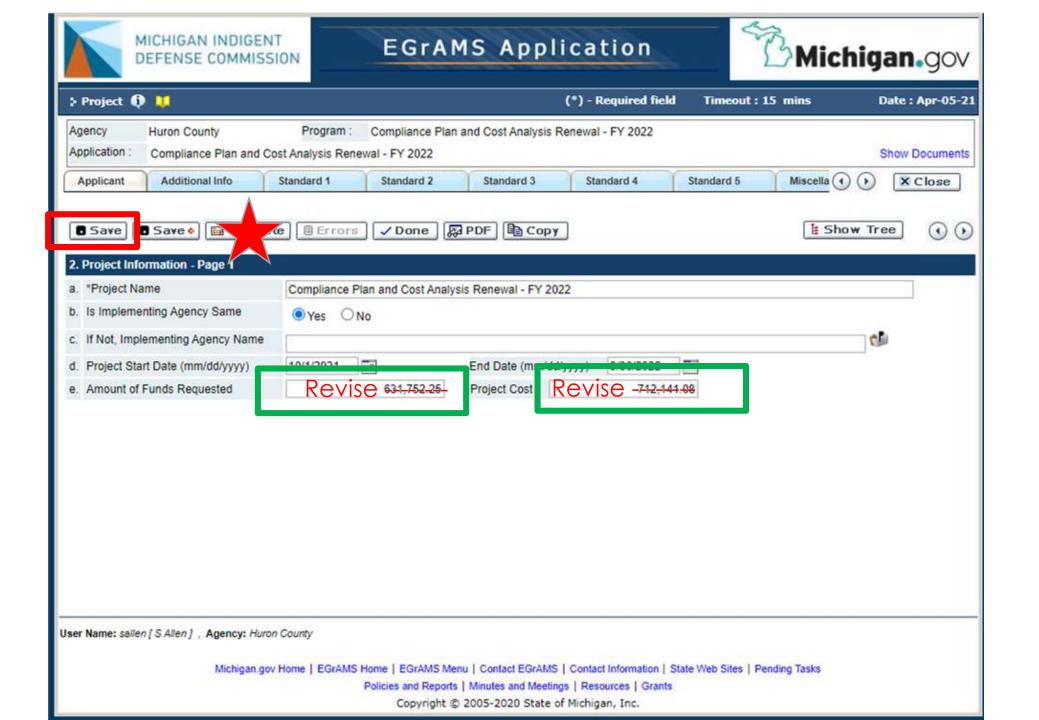
















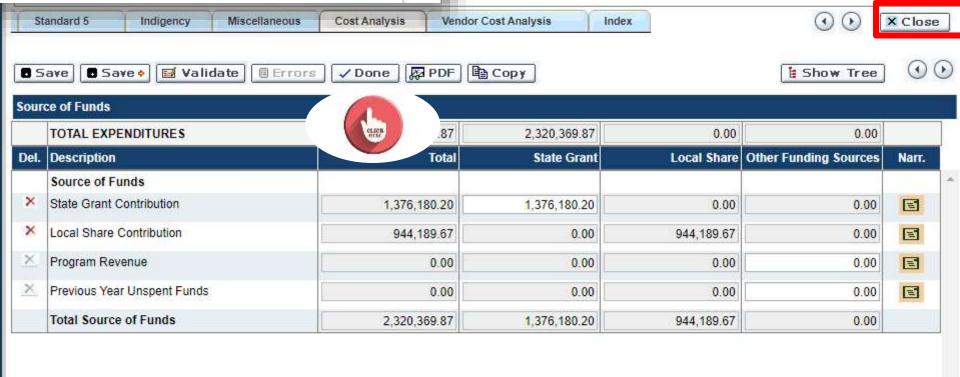
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Show Documents



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Comment Line:





Home Administration Project Director Grant Application Reporting Communication Training Materials

\* Welcome Screen Pending Tasks (1) Pending Notifications

\* Pending Tasks (1) Pending Notifications

\* Logout Training Materials | Logout Timeout: 15 mins | Date: Mar-23-22

### Hello

Welcome to MIDC E-Grants.

You may begin using the application by selecting menu options from the top menu bar.

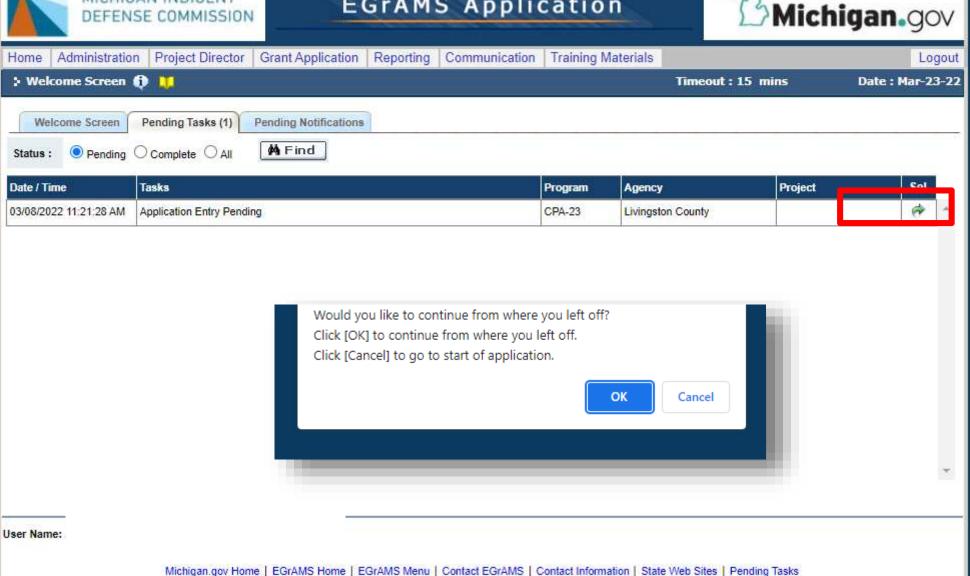
If you wish to view or change your User Profile, please click here.

If you have any problems accessing the application, please contact the MIDC E-Grants Helpdesk at 517-388-6702 or Marla McCowan. Please include your full name and complete telephone number (with area code) when you contact the MIDC E-Grants Helpdesk.

User Name:



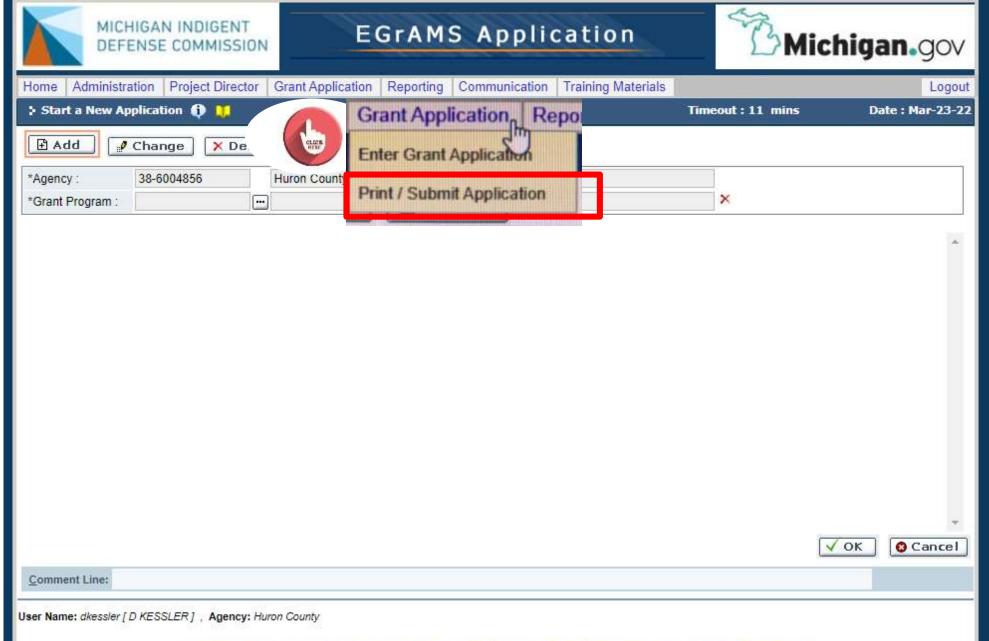




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# Submit the FY23 Compliance Plan



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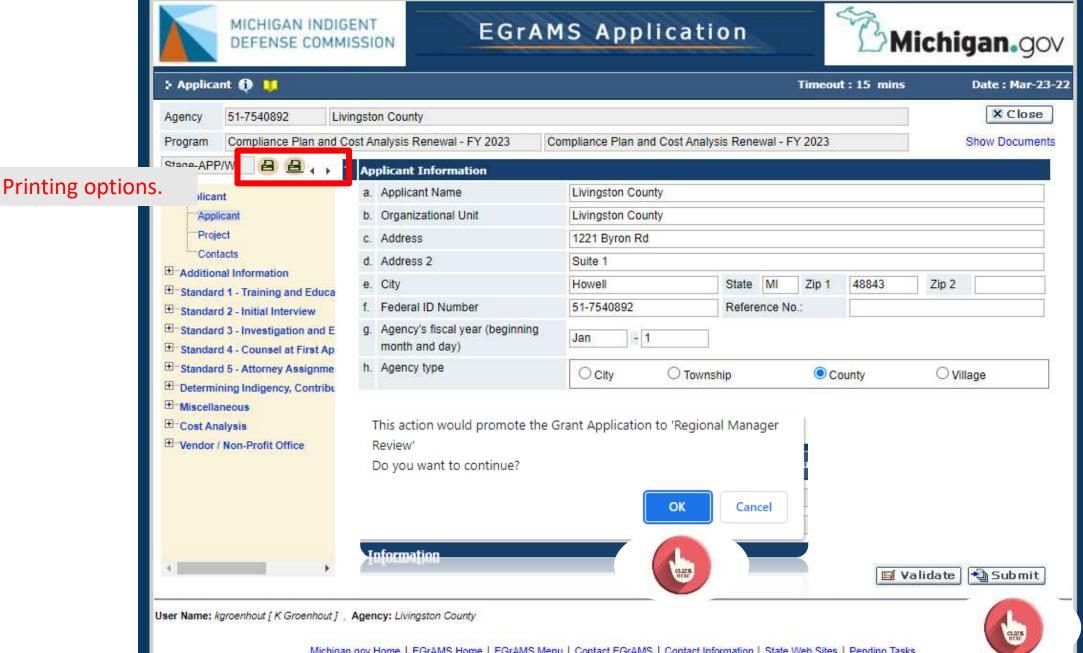
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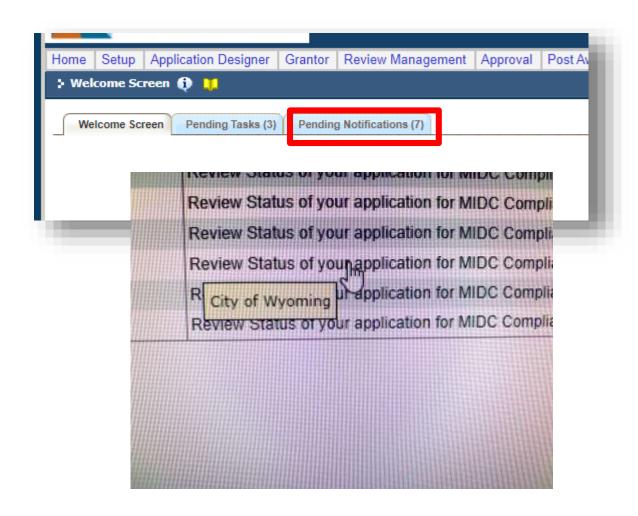
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# Corrections

- Regional Managers may return a submitted application to you for suggested modifications, corrections, incomplete information, etc.
- You will receive an alert in EGrAMS with notes.
- Make your revisions and resubmit by the statutory deadline.
- Multi agency users: hover over notifications to identify funding unit



# Questions?